



Neighborhood Health – Director of Grant & Foundation Development
Full-time, 40 Hours

At Neighborhood Health, we're passionate about our mission to provide a kind and caring premiere workforce. Our team-based approach to comprehensive patient care creates a challenging and rewarding work environment where you have a direct role in helping members of our community receive quality medical services they can afford. And that's something you can feel good about.

As a member of our growing team, you will feel at home in a fun and diverse community of healthcare professionals. Our goal is simple: improving access to healthcare in our community and surrounding areas. Neighborhood Health is looking to add a Director of Grant & Foundation Development to our team. Together, we are all committed to building healthier communities by delivering comprehensive, quality health care with compassion and respect.

As Director of Grant & Foundation Development, you will:

- ✓ Research, prepare, coordinate, assemble, track, and deliver grant and other industry sponsored project funding proposals. This includes applications and renewals for submission.
- ✓ Interact and communicate with various leaders as well as government and foundation representatives during the proposal design, development, and implementation phases to ensure agreement with the goals and objectives. Follow up as needed if additional information is requested.
- ✓ Remain up to date on government and private sources of funding within the portfolio and as requested by the CEO. Remain current in government contracting requirements as well as regulatory and reporting requirements.

Requirements:

- Five (5) years' experience in grant writing is required.

Education Requirements:

- Bachelor's degree is required; Master's degree is preferred.

This position is full-time with benefits. We offer competitive pay, health, dental, vision, critical illness & accident insurance, 403(b) retirement plan, PTO, and paid holidays.

Interested? Send a resume along with cover letter to NHC Human Resources Department at: PO Box 11949, Fort Wayne, IN 46862, or by email to: hrdept@nhci.org. You may also fax your information to 260-969-2911.

Neighborhood Health is an Equal Opportunity Employer. Neighborhood Health does not exclude people or treat them differently for any aspect of the organization because of race, color, national origin, age, disability (physical or mental), or sex (including sexual orientation).

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job on this site as a result of your disability. You can request reasonable accommodations by contacting Human Resources at hrdept@nhci.org